

Academic Scheduling

Emily Rogers, Sam Coyle, & Olivia Shelley

What is going on in the month of November & December?

Happy Holidays!

In October, the ROC conference was held in the SURC. We had another great year, the sessions seemed to have gone smoothly and we had well-attended sessions. (See page 2 for more on the ROC).

The past few weeks, we have been scheduling final exams for courses and we ran the room optimizer for winter quarter classes. There have been many changes to the winter schedule, but we are about to take on spring. This office might have a few days of rest but typically we are very busy during fall, winter, and spring.

This will be the last newsletter I, Emily, will be writing. I will be graduating this fall quarter and will miss working at this wonderful office and attending this great college. However, Sam and Olivia will be continuing this newsletter from now on. Thank you, guys, for supporting this newsletter, I have really enjoyed writing them and wanted to share all the research and images I discovered over the years from the CWU Archives!

Check out the SURC during the holiday break to see the Historical Buildings of Central Washington University slideshow rolling!



James Brooks



Brooks Library, 1975

(Building Photographs, 1975)

Brooks Library

James Brooks Library was named after a man who was dearly loved by the university. Not only did he serve as university president from 1961 to 1978, but he also taught in the geography department for 13 years. In 1993, he retired from the university.

Brooks was born and raised in Chehalis, Washington in 1925. Before his senior year of high school started, he decided to join the Navy. Brooks was able to earn his high school diploma by using the military education credits he earned.

In 1946, he became a student at Central Washington College of Education. After he completed his BA in education, he transferred to University of Washington and earned a master's and PhD in Geography.

At 35 years old, he became the first president as a CWCE (Central Washington College of Education) college graduate. Over the years, Brooks oversaw the massive expansion the school was going through.

During his CWU career, he received many awards. In his retirement, he continued supporting the university and was known as a generous supporter of the library. Brooks passed away in 2017 at the age of 91.



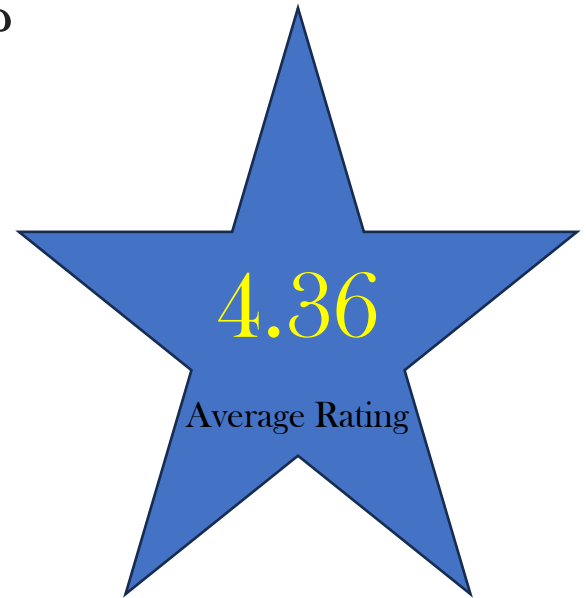
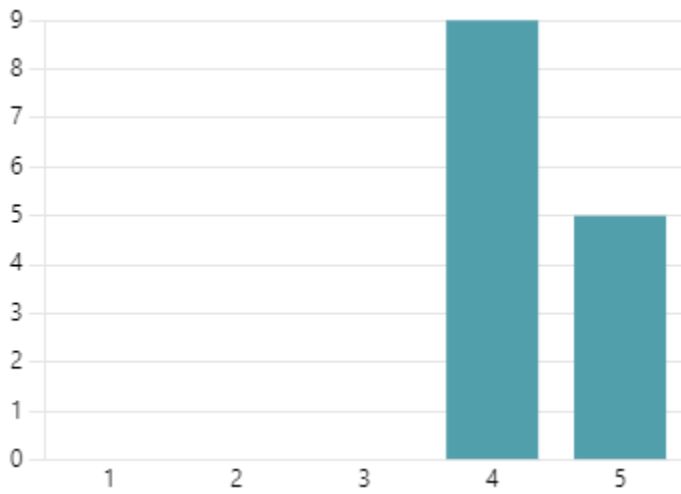
Brooks Library 1980 & 1973

CWU Living History Project Interview with James Brooks, 2005

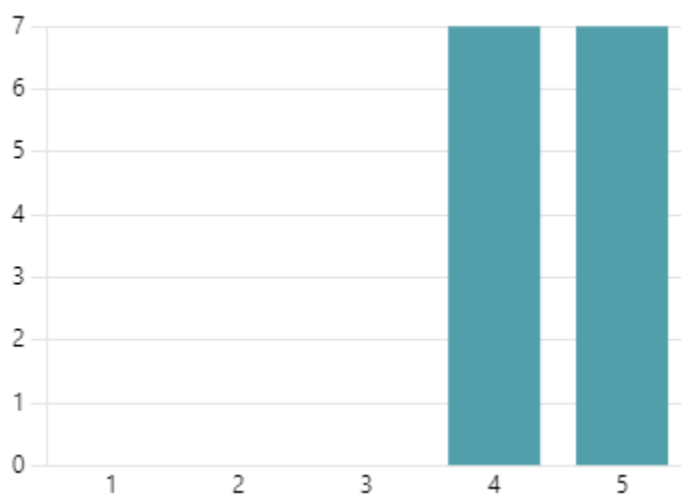
James Brooks Student/President “Central had only 2,320 headcount students when I arrived in 1961, but growth was fast, and the headcount was 7,483 when I left in 1978, so these were growth years (actually, the headcount rose to 8,119 in 1976-7....no other period in Central's long history matches this growth).”

ROC Event Feedback & Highlights

How would you rate the overall conference experience?



How likely are you to attend the ROC again?



"Thank you so much for hosting this conference! I hope to see it continue to grow and you should all be very proud of your hard work! This conference is a great example of the importance of building bridges between departments and promoting student success through collaboration." - Jayden Alexander

"Very helpful to gain a better understanding of procedures and requirements that are important for student success." - Pamela Nevar

"I only was able to attend the opening event, but it seemed very structured/planned/organized." - Rachel Gordon

Stay tuned for more information about the ROC!

WINTER 2024 UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this document may be subject to change.
If you have any questions, contact the Office of the Registrar at 509-963-3001.

REGISTRATION AND CLASSES

October 23	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 23	Schedule Goes Live	View in MyCWU
October 23	Advising Begins	WINTER advising
November 6	Registration Begins	For continuing students (<i>During the assigned enrollment appointment</i>)
December 11	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 20	Leave of Absence	Students not attending WINTER quarter must submit request
Dec. 28-Jan. 14 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three payments instead of one. A \$50 enrollment fee applies.
January 3	CLASSES BEGIN	First day of classes for WINTER
January 9	Change of Schedule Period Ends and Audit Deadline	Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed. Deadline to declare audit grading basis.
January 9	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
January 10-17	\$25 Late Registration Fee	Instructor signature required to enroll
January 15	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 16	\$75 Fee - Unpaid Tuition and Fees	A \$75 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Jan. 18-Feb. 14	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
January 31	\$125 Fee -Unpaid Tuition and Fees	A \$125 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
February 12	Registration for SPRING	See SPRING 2024 Calendar
Feb. 15-Mar. 8	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 16	Credit/No Credit	Deadline to declare credit/no credit
February 19	Presidents Day	No classes/administrative offices closed
March 8	Course Challenge Form Deadline	Deadline to submit course challenge forms to Office of the Registrar
March 8	Classes End	Last day of class instruction
March 11	Study Day	Study Day
March 12-15	FINAL EXAMS	See exam schedule
March 15	End of Quarter	End of Quarter (last day of finals)
March 19	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
51	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Feb. 1	Deadline for 50 percent reduction with complete withdrawal	Sept. 29	Deadline to apply for baccalaureate degree for WINTER 2024
Feb. 16	Uncontested withdrawal period deadline	Jan. 3-9	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 8	Hardship withdrawal petition deadline	Jan. 12	Deadline to apply for baccalaureate degree for SPRING 2024
March 8	Complete university withdrawal	March 8	Complete the final "Turnitin" check. All forms submitted and fees paid for WINTER graduation for Thesis Option Students
		March 15	Complete all master's degree requirements for WINTER graduation

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Please reach out to Academic.Scheduling@cwu.edu for suggestions or comments about the newsletter.

